

How to use the Share Link for Reports and Transactions ?

[Version 1.0]

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QNE
SOFTWARE

QNE TIPS

Product : QNE Optimum


Version: 1.00

Doc No : 1

Page No: 1 of 3

Amendment Record

REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	Creation	Jason Lee	06-Mar-2023	

	QNE TIPS	
	Product : QNE Optimum	Version: 1.00
	Doc No : 1	Page No: 2 of 3

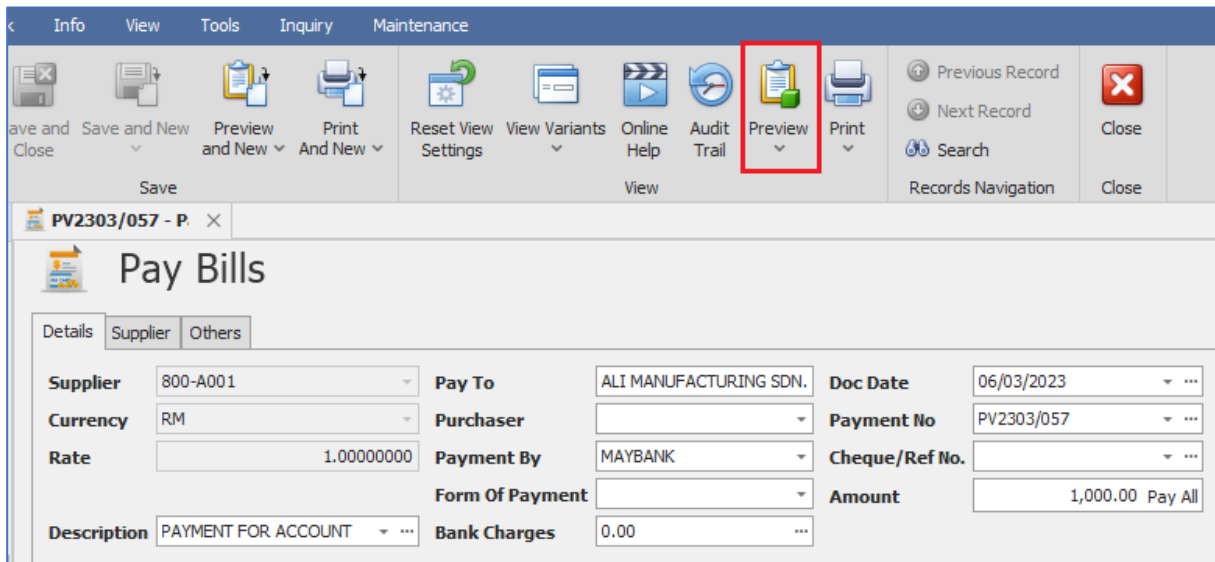
SCENARIO

User want to provide a downloadable link instead of download it to computer then upload documents to any online share drive.

QNE Optimum come with a “Share Link” which user can direct generate and share the downloadable link to customer or supplier.

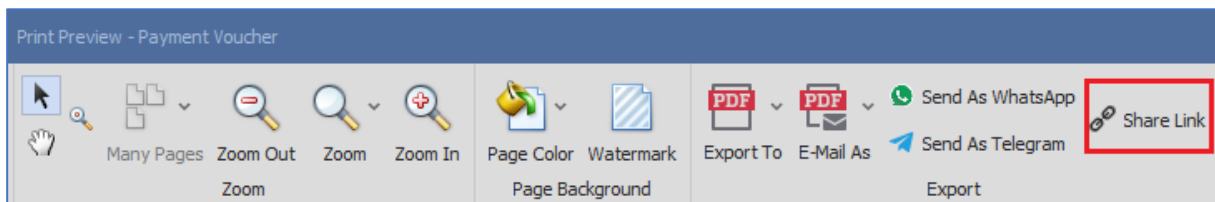
SOLUTION

1. Preview any Reports or transaction forms, example “PayBill”




The screenshot shows the 'Pay Bills' form in the QNE Optimum software. The top toolbar contains various icons for file operations and navigation. The 'Preview' icon, which shows a document with a magnifying glass, is highlighted with a red rectangular box. Below the toolbar, the form fields for a payment voucher are visible, including Supplier (800-A001), Pay To (ALI MANUFACTURING SDN.), Doc Date (06/03/2023), and Amount (1,000.00).

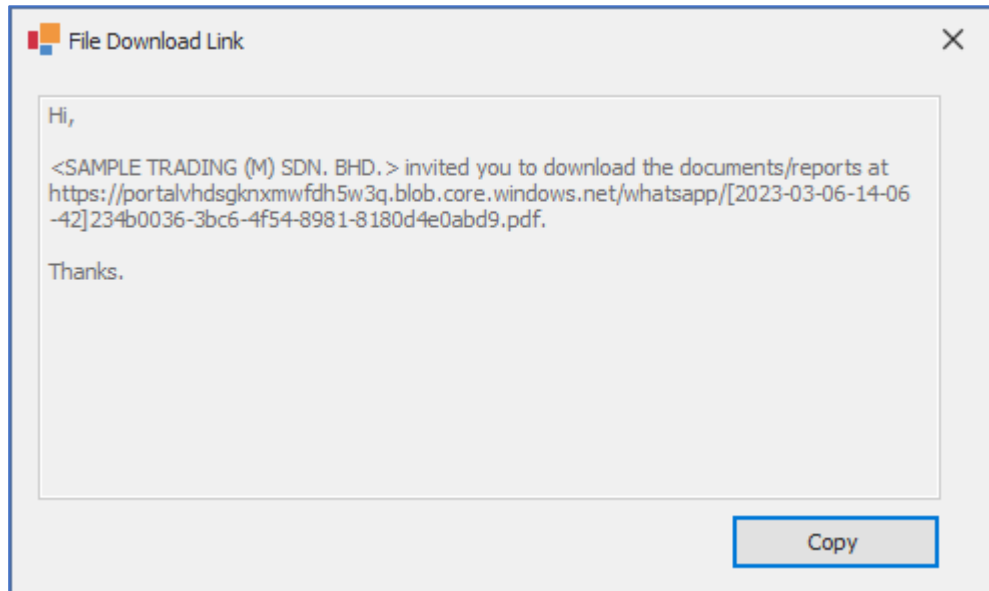
2. Click on the “Share Link” button



The screenshot shows the 'Print Preview - Payment Voucher' window. The bottom toolbar contains various icons for printing and sharing. The 'Share Link' icon, which shows a document with a link symbol, is highlighted with a red rectangular box. Other icons include zoom controls, page color, watermark, and export options like PDF, E-Mail, WhatsApp, and Telegram.

		QNE TIPS	
Product : QNE Optimum		Version: 1.00	
Doc No : 1		Page No: 3 of 3	

3. Click on the Copy button and message your customer or supplier



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